

**The National Institute of Health (NIH), Office of Logistics and Acquisition Operations (OLAO) Presents
NIH-Wide Contract Close-Out Services,
With an Anticipated Award date of May 1, 2015**

NIH Institutes, we are here to help with your Contract Close-Outs

NIH-Wide Contract Close-Out Services:

- Prepare “ready to close” contract file(s) of all contract types
- Administrative services in support of contract closeout
- Prepare de-obligation modifications
- Non-inherently governmental function
- *IC’s are you thinking about converting to electronic contract files? Do you need more office space?*
-Reduce filing space and consider converting your contract files into searchable images.

National Institute for the Blind (NIB)

- This is a FAR Part 8 Procurement with NIB, who has a proven record of very good performance.
- These services will help mitigate the critical U.S. Government shortage of contract specialist by focusing on providing post-contract award administration support services for contract close out.
- Teams working through NIB’s AbilityOne Program will provide nationwide coverage, either at the government contracting location or at a secure contractor location, dependent on the customer’s needs.
- This *Partnership* provides non-inherently governmental contract management support for contract closeout while creating career oriented, upwardly mobile employment for people who are blind and people with severe disabilities



Benefits the U.S. Government and NIH

- The U.S. Government reprograms use of obligated contract funds that were not expended in the completion of the contract(s).
- Once awarded, this NIH-Wide contracting vehicle will provide the U.S. government with a single point-of-contact, standard operating procedures, demonstrated quality service and decentralized execution at multiple delivery points. This approach is an efficient and effective example of strategic sourcing that benefits the NIH (government customer and the contracting officer).
- The teams will gather the data, forms, and pertinent documentation necessary to close the contracts in accordance with the Federal Acquisition Regulation (FAR), Health and Human Services Acquisition Regulation Supplement (HHSAR), and local procedures, to include the preparation for signature of any de-obligating modification required.



Contract Close-Out Past Performance by NIB for DoD

<u>From September 2010 – January 2015</u>	<u>Off-Site</u>	<u>On-Site</u>	<u>Grand Total</u>
Contract Received	123,939	199,531	323,470
Total De-Obligations identified	\$830.3M	\$445.7M	\$ 1.28B

For More information, please contact: *Mr. Chase A. Lucas- Contract Specialist – Strategic Sourcing and Data Analysis Branch*
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